



County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

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CSA-69 Advisory Committee
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Community Epidemiology
Emergency & Disaster Medical Services
HIV/STD Hepatitis
Immunization
Maternal, Child and Family Health Services
Public Health Laboratory
PH Nursing/Border Health
TB Control & Refugee Health
Vital Records

CSA-69 ADVISORY COMMITTEE MEETING MINUTES

Thursday, February 9, 2006

Members Present

Carlisle, Allen – Santee School District
Chambers, Pat – Santee Chamber of Commerce
Clegg, Robin – Lakeside Comm. Planning Group
Coyle, Ken – Lakeside Fire Protection District
Howe, Kevin – Lakeside Union School District
Meadows-Pitt, R.N., Mary – Sharp Grossmont
Minto, John – City of Santee
Savage, Warren – City of Santee

Contract Staff Present

Baker, Mark – Lakeside Fire
Pfuhl, Chief Bob – Santee Fire

Members Absent

Guidry, Doreen – East Co. Fire Protection District

Guests Present

None

County Staff Present

Lindstrom, Mark
Marcotte, R.N., Anne

Recorder

Rupp, Merle

I. INTRODUCTION/ANNOUNCEMENTS

Warren Savage, Chair, brought the meeting to order at 4:15 p.m.

**MOTION made by Robin Clegg, Seconded by Kevin Howe, to thank Leslie Ray, County EMS, for her excellent presentation at the last CSA-69 meeting.
MOTION carried.**

II. APPROVAL OF MINUTES – November 10, 2005 and May 12, 2005

**MOTION made by Robin Clegg, Seconded by Kevin Howe, to approve the minutes of November 10, 2005 and May 12, 2005 as submitted.
MOTION carried.**

III. PUBLIC COMMENTS/PETITIONS

None.

IV. STAFF/AGENCY REPORTS

A. Financial Report (Mark Lindstrom, County EMS)

Mr. Lindstrom distributed a form titled "CSA-69 Budget Tracking, FY 2005-06 2nd Quarter Fund Balance. Column B lists the revenue and expenditures year to date and Column D lists end of fiscal year 2004-05 figures for comparison. At this time it appears CSA-69 will be in the black approximately \$183,000. The projection for non-resident revenue is approximately \$600,000.

Mr. Lindstrom stated that the breakdown of user fee revenue received from July through September billings to date is Medicare 18%, Medi-Cal 8.5%, private insurance 32.5% and self-pays 28%. 13% of accounts were non-billable.

Discussion ensued regarding the User Fee billing process. Mr. Lindstrom and Ms. Marcotte emphasized that the County cannot set up a system in which it only bills third party payers. Ms. Clegg expressed concern that the billing process was different than she understood it would be. Chairperson Savage stated it was his understanding that everyone would receive a bill. He suggested that an option that could be considered is indicating on the billing statement that if the patient cannot afford to pay the User Fee, call a number provided and the User Fee waiver process would be initiated.

Mr. Lindstrom stated that the County must make a good faith effort to collect payment on all accounts. ADPI, West, the County's billing company, conducts their normal billing procedures through day 180 of the bill and that's the County's good faith effort. **(Correction: ADPI, West conducts their normal billing procedures through day 150 of the billing process, not through day 180 as was stated).**

Mr. Lindstrom explained the planned waiver process. After 180 **(150)** days, ADPI, West will send the County a list of the accounts on which no payment has been made. The County will mail those accounts a letter offering a waiver of the fee. The letter will ask the patient to sign a statement indicating their inability to pay the fee and return it to the County and the fee will be waived. Ms. Clegg requested a copy of the current billing statement and the proposed waiver letter. **ACTION: Mr. Lindstrom will provide that at the next meeting.**

Ms. Clegg inquired about the benefit tax on FY 2004-05, the \$319,654 figure, where FY 2004-05 revenues are higher than revenues expected for FY 2005-06. **ACTION: Mr. Lindstrom will check into that.**

Ms. Clegg inquired if RV parks could be billed as some of the people live there full time

and wondered if they are billed as non-residents. Mr. Lindstrom responded that they should be billed as non-residents. Since they don't pay any taxes, they don't appear on the tax rolls. A mobile home park is not transient but an RV park is.

ACTION: Ms. Clegg will get the address of a person she's concerned has been billed incorrectly and call Mr. Rupp who will give it to Ms. Marcotte.

Allen Carlisle asked if the percentage of self-pays for which no payment has been received is known. Mr. Lindstrom responded that data is only available from one month (July). 46 accounts or approximately 40% were unpaid. **ACTION: Mr. Carlisle requested to see some of that data related to that at the next meeting. Mr. Lindstrom agreed to provide that information.**

Mr. Lindstrom stated that the section of the County Administrative Code that established the User Fee would have to be amended to include language that gives the Director, HHSA, or the Director's designee authority to waive the User Fee for those residents financially unable to pay the User Fee. He distributed a copy of the current section of code showing the proposed amendment. This will go forward as a Board Letter, possibly in March, 2006.

MOTION made by Pat Chambers, Seconded by Ken Coyle, to approve the proposed amendment. MOTION carried. Chairperson Savage requested to see a final copy of the Board Letter after it is finalized.

MOTION made by Robin Clegg, Seconded by Ken Coyle, to send a letter to County Supervisor Dianne Jacob supporting the amendment if needed. MOTION carried. Chairperson Savage will draft the letter.

Financial Subcommittee

Kevin Howe and Ken Coyle volunteered to serve on the Financial Subcommittee in the near future.

B. Administrative Report (Anne Marcotte, R.N., County EMS)

Sam Stratton, M.D., had been chosen and accepted the position of San Diego County EMS Medical Director, but later accepted a tenured position with UC Irvine. Shortly thereafter, Bruce Haynes, M.D., was approached to serve as Interim EMS Medical Director and accepted the position. Gary Vilke, M.D. will continue to serve as EMS Medical Director until February 28, 2006. Dr. Haynes is currently the EMS Medical Director of Orange and Imperial Counties and has a long history of emergency department medicine. Dr. Haynes began employment on February 3, 2006 to have a transition period with Dr. Vilke. A search for a permanent EMS Medical Director will once again convene.

Mr. Lindstrom was recently promoted to Principal Administrative Analyst and will be over both the EMS and Bioterrorism sections.

C. Agency Reports

Lakeside Fire: Andy Parr is working on a fire at this time. A small working group has been established to come up with a new plan on a Mutual Aid agreement with neighboring communities.

Santee Fire: The new medic unit is working well and on calls all the time.

V. ELECTIONS FOR 2006

MOTION made by Kevin Howe, Seconded by Mary Meadows-Pitt, R.N., to re-elect Warren Savage as Chair and elect Ken Coyle as Vice-Chair for 2006. MOTION carried.

VI. SET NEXT MEETING/ADJOURNMENT

The next meeting was scheduled for Thursday, May 11, 2006 at 4:00 p.m. at the Lakeside Fire Department Administrative Office. Mr. Rupp was requested to call Advisory Board members prior to the next meeting to verify attendance.

The meeting was adjourned at 5:15 pm.

Respectfully submitted,

Merle Rupp, Board Secretary
County EMS